



TOWN OF LOOMIS
PLANNING COMMISSION MINUTES
LOOMIS DEPOT
5775 HORSESHOE BAR ROAD
LOOMIS, CALIFORNIA

TUESDAY

JULY 20, 2010

7:30 P.M.

CALL TO ORDER 7:32pm

PLEDGE OF ALLEGIANCE

ROLL CALL Chairperson Thew - *Present*
Commissioner Arisman - *Present*
Commissioner Fettke - *Present (via phone)*
Commissioner Obranovich - *Present*
Commissioner Wilson - *Present*

COMMISSION COMMENTS: *None*

PUBLIC COMMENT FOR ITEMS NOT ON AGENDA: *None*

ADOPTION OF AGENDA

A motion to adopt the agenda was made by Commissioner Wilson and seconded by Commissioner Arisman and passed by a unanimous voice vote.

CONSENT AGENDA

RECOMMENDATION

- | | |
|--|----------------------------|
| 1. MINUTES OF JUNE 15, 2010 MEETING | APPROVED AS AMENDED |
| 2. PROJECT STATUS REPORT | RECEIVED AND FILED |
| 3. P.R.O.S.C. 4th QUARTER REPORT | RECEIVED AND FILED |

PUBLIC COMMENT ON CONSENT AGENDA: *A motion to approve the Consent Agenda was made by Commissioner Obranovich and seconded by Commissioner Arisman and passed by a unanimous voice vote.*

BUSINESS

4. OPEN SPACE COMMITTEE 2 RECOMMENDATION ON AGRICULTURAL EIR'S

RECOMMENDATION: Continue this item to the August 17, 2010 Planning Commission meeting.

PUBLIC COMMENT: *A motion to continue this item to the August 17, 2010 Planning Commission meeting was made by Commissioner Wilson and seconded by Commissioner Arisman and passed by a unanimous voice vote.*

5. OPEN SPACE COMMITTEE 2 RECOMMENDATION ON CLARIFYING AND FORMALIZING THE REVIEW AND APPROVAL PROCESS FOR FINAL MAPS (OSC-2 RECOMMENDATIONS C3. & RP3.)

RECOMMENDATION: Consider the matter and approve a recommendation to submit to Council.

PUBLIC COMMENT: *The Town Manager distributed Subdivision Map Act Law materials to the Commission and recommended that the Town Attorney advise the Commission further, as staff is not sure how much leeway the Town has on the Final Map review process.*

*Chairperson Thew recommended having a standard condition of approval for all new subdivisions that would require the Planning Commission to review Final Maps (reviewing final conditions, tentative map consistency) prior to Town Engineer approval and recordation. Commissioner Wilson asked if that could be done. Commissioner Obranovich asked if the Commission was qualified to do such a review. (*The Town Attorney will need to clarify if and how this can be done.)*

Chairperson Thew recommended that the entire Town staff review subdivision conditions of approval instead of just the Town Engineer. Commissioner Wilson stated that it would be good for staff to inform the Commission of any changes that may be made (from tentative map approval) and why they were needed. Chairperson Thew stated that staff has previously recommended that any changes go through the Commission first. Commissioner Arisman asked what the Town's current process is. Commissioner Wilson stated that she wouldn't want to hold up a development if an issue came up like the Montserrat project (sewer). Chairperson Thew recommended exemption language for an emergency situation (i.e. Montserrat). Commissioner Wilson asked if this is something that would go into code or policy. The Town Manager was not sure and would need the Town Attorney to advise. He stated that there is already law in place (Subdivision Map Act) for reviewing Final Maps.

A motion to continue this item to the next meeting to receive input from the Town Attorney was made by Commissioner Obranovich and seconded by Commissioner Wilson and passed by a unanimous voice vote.

6. OPEN SPACE COMMITTEE 2 RECOMMENDATION ON LIMITING GRADING IN THE RURAL ZONING DISTRICTS (RA, RE, RR) TO WELL DEFINED BUILDING ENVELOPES DURING THE INITIAL PROJECT APPROVAL PROCESS

RECOMMENDATION: Consider the matter and approve a recommendation to submit to Council.

PUBLIC COMMENT: *The Town Manager distributed an example of a Development Notebook as well as section 12.04.160 A. of the Loomis Municipal Code (LMC), which pertains to grading. He indicated that the OSC-2 was concerned with lot clearing by owners to market a parcel and that the above mentioned LMC code section was approved by the Council on February 13, 2007, in response to such lot clearing (grading policy change).*

Commissioner Obranovich asked staff why someone would need to grade outside of a building envelope. Possibilities expressed were for sewer and/or water lines. Chairperson Thew asked staff who determines building envelope boundaries. Staff indicated that the developer does while taking into account parcel features (rock outcroppings, heritage or landmark tree or grove, setback requirements, etc). Chairperson Thew stated that requiring building envelopes gives the Town more control. Commissioner Wilson stated that the majority of parcels in Town do not have recorded envelopes, other

than required setbacks from property lines/sensitive areas. Commissioner Obranovich stated that the Town already has grading standards in place to regulate the grading of parcels. The Planning Commission asked staff for clarification on the Council's directive regarding this item (all parcels in Loomis or only new/future subdivision projects).

A motion to continue this item to the next meeting with staff clarifying Council's directive was made by Commissioner Obranovich and seconded by Commissioner Arisman and passed by a unanimous voice vote.

ADJOURN: 8:39pm

INFORMATION SUBMITTED AT HEARING OR AFTER PREPARATION OF PACKETS

The Planning Commission may not have time to read written information submitted at the hearing or after 5:00 p.m. the Friday before the scheduled hearing date. We encourage you to present your comments, during the scheduled time period, at the public hearing.

ACCOMMODATING THOSE INDIVIDUALS WITH SPECIAL NEEDS

In compliance with the Americans with Disabilities Act, the Town of Loomis encourages those with disabilities to participate fully in the public hearing process. If you have special needs or requirements in order for you to attend or participate in the Town's public hearing process or programs, please contact Town Hall at 652-1840 prior to the public hearing or program you wish to attend, so that we can accommodate you. Materials relating to an item on this agenda can be obtained at Town Hall (3665 Taylor Road) or on the Town's website at www.loomis.ca.gov.

ADMINISTRATIVE REMEDIES MUST BE EXHAUSTED PRIOR TO ACTION BEING INITIATED IN A COURT OF LAW

If you challenge the proposed project described above in court, you may be limited to raising only those issues you raised at the public hearing described in this notice, or in written correspondence delivered to the Town at, or prior to the public hearing.

APPEAL PERIOD

** There is a 10-day appeal period for most Planning Commission decisions. However, a Planning Commission approval of a tentative parcel map has a 15-day appeal period. Appeals can be made by any interested party by submittal of a written appeal request to the Loomis Town Clerk, 3665 Taylor Road, Loomis, California, 95650. **